

**MINUTES OF THE REGULAR BOARD MEETING  
LAKETON TOWNSHIP BOARD OF TRUSTEES  
October 19, 2023  
6:00 p.m.  
Laketon Township Hall**

**CALL TO ORDER**

The Supervisor called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Anderson led in the Pledge of Allegiance to the Flag.

**ROLL CALL**

**Members Present:** Anderson, Zaagman, Arter, Archer, Achterhoff

**Members Absent:** None

**MINUTES**

- **Proposed Minutes of the Regular Board Meeting, September 21, 2023**

A motion to approve the minutes and place them on file was made by Mrs. Archer and supported by Mr. Anderson. **Motion Approved. Minutes Placed on File.**

**REPORTS**

- Permit Report – September 2023
- Treasurer’s Report – September 2023
- Ordinance/Zoning Enforcement Report Open Complaints as of 9/16/2023
- Muskegon County Sheriff’s – September 2023
- Muskegon Charter Twp Fire Dept – NA

A motion to approve the reports was made by Mrs. Archer and supported by Mrs. Zaagman. **Motion Approved. Reports Placed on File.**

**PRESENTATIONS – None**

**COMMUNICATIONS - None**

**PUBLIC COMMENT (On an Agenda Item) - None**

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

**Item 23-41 Proposed Resolution of Non-Motorized Pathway Feasibility Study – Scenic Dr.** A motion to approve the Resolution was made by Achterhoff and supported by Anderson.

**ROLL CALL**

**Ayes:** Anderson, Zaagman, Arter, Archer, Achterhoff

**Nays:** None

**Motion Carries. Resolution Approved.**

**Item 23-42 Proposed resignation from Sharon Leonard from the Board of Review.** A motion to approve resignation was made by Achterhoff and supported by Archer. **Motion Carries. Resignation Approved.**

**Item 23-43 Proposed 2024 Employee Handbook Update.** A motion to approve updated handbook and to include under “New Hire” 1) health physical requirement and 2) 24 hours of PTO (personal time off) after 60 days of employment was made by Anderson and supported by Achterhoff.

**ROLL CALL**

Ayes: Anderson, Zaagman, Arter, Archer, Achterhoff

Nays: None

**Motion Carries. Proposal Approved.**

**Item 23-44 Proposed Resolution – Opt Out Program.** A motion to pay qualified employees who Opt Out of the Township’s Group Health Insurance Plan was made by Archer and supported by Zaagman.

**ROLL CALL**

Ayes: Archer, Arter, Zaagman, Anderson, Achterhoff

Nays: None

**Motion Carries. Proposal Approved.**

**PAYMENT OF BILLS**

A motion to approve the payment of bills was made by Mrs. Archer and supported by Mrs. Zaagman. **Motion Carries.**

**CITIZEN COMMENTS**

- Jack w/Muskegon Township Fire Department briefed the board on fire department updates regarding fire safety, township calls, events, etc.
- Supervisor Arter gave a memo from Phillip Croff – Laketon Township Library Report.

**ADJOURNMENT**

A motion to adjourn the meeting at 6:33 p.m. was made by Archer and supported by Achterhoff. **Motion Carries.**

**Respectfully Submitted,**

**Christina Achterhoff, Clerk**

**Approved: November 16, 2023**

